



**COUNTY OF LOS ANGELES –  
DEPARTMENT OF MENTAL HEALTH**



**Healthy Way LA (HWLA) Contract Providers' Meeting  
Administrative Operations Agenda**

**Tuesday, April 24, 2012  
2:35 p.m. – 4:00 p.m.**

**St. Anne's Conference Center  
Foundation Room  
155 N. Occidental Boulevard  
Los Angeles 90026**

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|--|--------------------|
| I. Questions & Answers from March Meeting  | Lisa Wicker        |
| II. UMDAP and Modified Payer Financial Information (PFI) Form for Community Partners | Judy Porter-Wherry |
| III. Referral and Pharmacy Issues  | Krista Scholton    |
| A. HWLA Entry Points   |                    |
| B. YTD Referral Tracking Report  |                    |
| IV. Referral Response Form/Process   | Krista Scholton    |
| V. Required Contract Documents for Community Partners                                | Gabrial Tang       |

- ❖ Need basic training on the Integrated System (IS)? The next classes will be held:
  - July 20 from 9:00 AM to 3:30 PM
  - August 3 from 9:00 AM to 3:30 PM
- ❖ Visit [http://lacdmh.lacounty.gov/hipaa/cp\\_GettingTraining.htm](http://lacdmh.lacounty.gov/hipaa/cp_GettingTraining.htm) for information on how to sign up via e-mail at [ISRSVP@dmh.co.la.ca.us](mailto:ISRSVP@dmh.co.la.ca.us)
- ❖ Need help getting signed up? Call the DMH Helpdesk at (213) 351-1335.

Remaining 2012 Meeting Dates – 1:00 PM to 4:00 PM at St. Anne's:

- |           |                |               |
|-----------|----------------|---------------|
| • May 29  | • August 28    | • November 27 |
| • June 26 | • September 25 |               |
| • July 31 | • October 30   |               |

**ANSWERS TO QUESTIONS FROM 3/27/12 HWLA CONTRACT PROVIDERS' MEETING:**

**Q:** 5010 HIPAA "Provider Signature on File" – What if two staff are providing a service, with only one of them documenting the service?

**A:** If the rendering provider for the IS claim signs then check the box. We require only the person writing the note to provide their signature.

**Q:** 5010 HIPAA "Patient Signature Not Available" – Is a signature required for HWLA claims?

**A:** No.

**Q:** Can an agency claim for translation/interpretation services?

**A:** If the purpose of that staff person is solely for interpretation then it is not claimable.

**Q:** Do agencies have to use the RPS for in-house referrals?

**A:** Agencies may choose to use RPS or the referral form for internal referrals where the health and mental health providers and medical records are located at the same site. The most important factor is that information about why a patient is being referred for specialty mental health services is conveyed accurately and timely. We ask that agencies choose one practice or the other, use it consistently, and inform DMH and DHS of their process.

**Q:** Is there a way to claim for services to outreach to clients?

**A:** No, the funding in the current contract does not cover this type of activity.